



asci
Leadership through Learning

ADMINISTRATIVE STAFF COLLEGE OF INDIA

Bella Vista, Raj Bhavan Road, Hyderabad - 500 082, India

Ph:0091-40-66533000 13 Lines, 66534265 (Direct), Fax: 0091-40-66534356

email: poffice@asci.org.in, URL:<http://www.asci.org.in>

Prof. J. Swarnalatha
Programme Director

September 10, 2018

Programme on
Leadership Engagement and Development
(December 10 - 14, 2018)

Dear Sir/Madam,

Shock the Future rather than allowing the Future to Shock You'. The role of leadership/management is very important in anticipating the current and future challenges, and gearing to meet the same with cohesive force. An integration of both logical and creative faculties of mind is very important. The proposed training aims at understanding the business environment, conducting environmental scanning effectively, involving in strategic decision making based on sound and validated data analysis and current political scenario.

Keeping the above in view, the Administrative Staff College of India, therefore, takes pleasure in announcing a Programme on Leadership Engagement and Development to equip participants with the knowledge on various cross functional areas of management.

The Programme is meant for Managers to deal with their teams effectively and move higher in the value chain of activities.

A copy of the Programme brochure is enclosed herewith, which explains the contents and objectives of the Programme in detail. If you need any additional information about this Programme, please do not hesitate to contact us.

The last date for the receipt of nomination form is December 3, 2018. Since we expect this programme to attract a large number of nominations, we would advise you to send in your nomination well before this date. This would also enable us to advise you in time so that you can make your plans for the release of the nominee for the Programme. Facsimile of nomination form can be used.

Thanking you for your interest and support for the Management Development Programmes of the College.

Yours faithfully,

(J. Swarnalatha)

Encl : Brochure & Nomination Form



Administrative Staff College of India
Leadership through Learning

Programme on

Leadership Engagement and Development

December 10-14, 2018



Administrative Staff College of India

BACKGROUND

'Shock the Future rather than allowing the Future to Shock You'. The role of leadership/ management is very important in anticipating the current and future challenges, and gearing to meet the same with cohesive force. An integration of both logical and creative faculties of mind is very important. The proposed training aims at understanding the business environment, conducting environmental scanning effectively, involving in strategic decision making based on sound and validated data analysis and current political scenario.

OBJECTIVES

- ▶ To gain more insight and hone the skills in various cross-functional areas of management
- ▶ To develop leadership competencies
- ▶ To gain in depth knowledge about developing robust organizational strategy

CONTENTS

- ▶ Understanding Leadership
- ▶ Strategic Leadership
- ▶ Transformational Leadership
- ▶ Coaching and Mentoring for Effective Leadership
- ▶ Leading Change Management
- ▶ Developing Leadership Pipeline
- ▶ Driving Employee Competencies
- ▶ Talent Management and Succession Planning
- ▶ Leading Employee Performance viz-a-vis Organisational Performance

CONTOURS OF PROGRAMME DELIVERY / PEDAGOGY

- ▶ Class-room Lectures
- ▶ Distinguished Lectures / Talks
- ▶ Case Study Discussions
- ▶ Theme-based Group Discussions
- ▶ Interactive Learning Sessions (top leadership from the relevant sector/industry, domain experts, practicing professionals etc.)
- ▶ Panel Discussions
- ▶ Role-Plays
- ▶ Experience Sharing Sessions
- ▶ Outbound Learning Activities
- ▶ Best practices relating to the programme theme(s) Individual / Group Business Projects

METHODOLOGY

Learning will be through participative lectures, experience sharing and group discussions. Skills practice will be essential part of the programme and the participants would be exposed to outbound training for building soft skills essentially needed for job performance.

PARTICIPANT PROFILE

Managers and Senior level management engaged in the pursuit of organisational development.

VENUE

The Programme is fully residential and the participants will be accommodated in air-conditioned single occupancy rooms. However, the College does not provide accommodation for the family. Transport between Airport /Railway Station and venue will be arranged by the College. The College is WiFi enabled in a comprehensive way.

DURATION

The Programme is from **December 10 - 14, 2018**. The participants are expected to arrive a day before and may leave after the completion of the programme.

PROGRAMME FEE

Residential Fee: Rs. 54,000/- (US \$1100 for foreigners) plus GST as applicable, presently 18% per participant. The fee covers tuition, board and lodging, courseware (in electronic form) and other facilities of the College including internet usage.

Non-Residential Fee: Rs. 46,500/- plus GST as applicable, presently 18% per participant. The fee covers tuition, courseware (in electronic form) working lunch and other facilities of the College including internet usage.

A discount of 10% on the Programme fee for three or more participants from the same organisation will be given, provided the payment is credited into our Bank account before December 7, 2018.

Note: Kindly forward us the details of Bank/Wire transfer of fee payment indicating the **Programme Code (Prg/18-19/1/77)** to e-mail: income@asci.org.in for confirmation.

Bank details are given below:

For Indian Participants :

Bank A/c Number	62090698675
Beneficiary Name	Administrative Staff College of India
IFSC Code	SBIN0020063
Bank Name	State Bank of India
Branch Address	Bellavista Branch, Raj Bhavan Road, Somajiguda, Hyderabad - 500 082

For Foreign Participants:

Bank A/c Number	62090698960
Beneficiary Name	Administrative Staff College of India
Swift Code	SBININBBH04
Bank Name	State Bank of India
Branch Address	Bellavista Branch, Rajbhavan Road, Somajiguda, Hyderabad - 500 082.

Nostro Account (Optional) 6550992180

MEDICAL INSURANCE

The nominees are requested to carry with them the proof of Medical Insurance. The sponsoring agency is required to endorse the nominee's medical coverage in the event of hospitalization.

LAST DATE FOR NOMINATION

Please use the prescribed/attached form. Last date for receiving nomination form is **December 3, 2018**. Kindly contact Programmes Officer for further details (contact details are given at the end of the nomination form).

LAST DATE FOR WITHDRAWAL

December 4, 2018. Any withdrawals after this date will entail forfeiture of fee paid, if any.

ASCI ALUMNI ASSOCIATION

Participants of the College programmes will automatically become members of the ASCI alumni association.

CERTIFICATE OF PARTICIPATION

The College issues a Certificate of Participation on conclusion of the programme.

Programme Director

Prof. J. Swarnalatha

email: swarnalathaa.j@asci.org.in

ASCI Management Development Programmes for 2018-19

MANAGEMENT DEVELOPMENT PROGRAMMES

Programme for Young Managers	26-Nov-2018	30-Nov-2018
MDP for Women Executives	03-Dec-2018	07-Dec-2018

BUSINESS COMMUNICATION

Leadership through Self-Discovery	24-Oct-18	26-Oct-18
Individual Excellence for Organizational Effectiveness	26-Nov-18	30-Nov-18
Leadership Skills Development	17-Dec-18	21-Dec-18
Communication Skills for Managers	21-Jan-19	25-Jan-19
Managing Creativity & Innovation	04-Mar-19	06-Mar-19

ECONOMICS

Financial Systems, Management and Accountability in Government	26-Nov-2018	30-Nov-2018
--	-------------	-------------

ENERGY

Smart Grid Technology and its Application in Power Sector	10-Dec-18	12-Dec-18
Renewable Energy Regulation	21-Jan-19	23-Jan-19

ENVIRONMENT

Regulations & EMP for Common Environmental Infrastructure	12-Nov-18	15-Nov-18
SDGs and Climate Change: Opportunities and Challenges of Adaptation and Mitigation	03-Dec-18	05-Dec-18
Climate Change Adaptation and Disaster Risk Reduction	04-Feb-19	06-Feb-19

FINANCE

Infrastructure Financing	19-Nov-18	23-Nov-18
Finance for Non-Finance Executives	10-Dec-18	12-Dec-18
Strategies for Cost Leadership	23-Jan-19	25-Jan-19
Enterprise Risk Management	04-Feb-19	08-Feb-19
Advanced Financial Management	11-Feb-19	13-Feb-19

HUMAN RESOURCE DEVELOPMENT

Enhancing Skills of Young Women Professionals	01-Oct-18	05-Oct-18
Leading with Emotional Intelligence	22-Oct-18	26-Oct-18
Effective Trade Union Management	12-Nov-18	16-Nov-18
Best Practices and Innovation in Health Care Delivery	14-Nov-18	16-Nov-18
Improving Work Culture	19-Nov-18	21-Nov-18
Conflict Management and Negotiation Skills	10-Dec-18	12-Dec-18
Leadership Engagement and Development	10-Dec-18	14-Dec-18
Team Dynamics: Activity Based Approach	17-Dec-18	21-Dec-18
Personal Effectiveness	7-Jan-19	9-Jan-19
Ensuring Health Care Quality: Risk Management and Innovation	16-Jan-19	18-Jan-19
Building and Leading Effective Teams	04-Feb-19	08-Feb-19
Positive Organizational Behaviour	04-Feb-19	06-Feb-19

Decision Making for Effective Leadership	18-Feb-19	20-Feb-19
Enhancing Interpersonal Effectiveness through Transactional Analysis	18-Feb-19	20-Feb-19
Strategic Human Resource Management with International Study Tour	11-Mar-19	23-Mar-19

INFORMATION TECHNOLOGY

Leveraging Big Data and Analytics	19-Dec-18	21-Dec-18
-----------------------------------	-----------	-----------

INFRASTRUCTURE DEVELOPMENT

Urban Infrastructure Project Preparation and Management	07-Feb-19	09-Feb-19
---	-----------	-----------

INNOVATION AND TECHNOLOGY

Strategic R & D Management	10-Dec-18	12-Dec-18
----------------------------	-----------	-----------

LAND ACQUISITION, RESETTLEMENT AND REHABILITATION

Index-based Crop Insurance-Concepts, Design and Implementation	17-Dec-18	19-Dec-18
--	-----------	-----------

MARKETING

Customer Centric Brand Management	04-Oct-18	06-Oct-18
High Impact Sales Management	10-Dec-18	14-Dec-18
Creating Social Value Through Corporate Social Responsibility	21-Jan-19	23-Jan-19

OPERATIONS

Project and Contract Management	24-Sep-18	28-Sep-18
Procurement Procedures for The World Bank Aided Projects	19-Nov-18	30-Nov-18
Materials and Supply Chain Management	03-Dec-18	07-Dec-18
Project and Contract Management	07-Jan-19	11-Jan-19
Procurement Procedures for The World Bank Aided Projects	11-Feb-19	22-Feb-19

PUBLIC POLICY GOVERNANCE AND PERFORMANCE

Sustainable Development Goals and Good Governance	25-Mar-19	29-Mar-19
---	-----------	-----------

POVERTY STUDIES AND RURAL DEVELOPMENT

Capacity Building Programme on Rural Industrial Development and Entrepreneurship	07-Jan-19	11-Jan-19
--	-----------	-----------

STRATEGIC MANAGEMENT

Driving Performance through Transformational Leadership	18-Feb-19	22-Feb-19
---	-----------	-----------

URBAN GOVERNANCE

Creating and Managing Digital Presence	4-Oct-18	6-Oct-18
Change Management for Achieving Continuous Water Supply (24/7) For All In Urban Areas	29-Nov-18	01-Dec-18
Faecal Sludge Septage Management	21-Jan-19	23-Jan-19
Towards Universal Sanitation in Urban Areas	04-Feb-19	06-Feb-19



Administrative Staff College of India

Bella Vista, Raj Bhavan Road, Khairatabad,
Hyderabad - 500 082, India.

Phone : 0091-40-66533000, 66534247

Fax : 0091-40-66534356

Delhi Campus

C-24, Institutional Area
South of IIT, Behind Qutub Hotel
New Delhi-110 016.

Tel: 011-26962204, 26961750, 26961850



ADMINISTRATIVE STAFF COLLEGE OF INDIA
Bella Vista, Raj Bhavan Road, Hyderabad - 500 082, (India)

Nomination Form

Programme on

Leadership Engagement and Development

(December 10 - 14, 2018)

Nominee's Contact Information :

Name (Mr/Ms) :	_____	Date of Birth :	_____
Designation :	_____	Qualification :	_____
Organisation :	_____		
Address :	_____		
Phone(s) :	(Off) : _____	(Mobile) :	_____
		Home :	_____
e-mail :	_____	Fax :	_____

Sponsor's Details

Name of the Sponsoring Authority _____	Designation _____
Organisation :	_____
GSTIN :	_____
Address :	_____

	Pincode : _____
Phone(s) :	(Off) : _____
	(Mobile) : _____
e-mail :	_____
	Fax : _____

Fee Particulars

Amount Payable :	_____	Mode of Payment (DD/Chq/NEFT) :	_____
Name of the Bank :	_____	Date of Instrument/Transfer :	_____
Instrument Number :	_____	UTR Number for NEFT :	_____

Medical Insurance

Name of the Insurance Agency	Policy Number	Validity upto
Note : Coverage should be available in Hyderabad, India		

Signature and Official Seal of the Sponsoring Authority :

NOTE : Forward nomination form to : **Mr. G. Srinivas Yadav, Programmes Officer**, Administrative Staff College of India, Bella Vista, Hyderabad-500 082. Phone : 0091-40-66534247, 66533000, Mobile: 9246203535, Fax : 0091-40-66534356, e-mail: poffice@asci.org.in